



Ministry of State *for*

Ministère d'État

Science and Technology  
Canada

Sciences et Technologie  
Canada

*cl*

MINISTRY OF STATE  
MINISTÈRE D'ÉTAT  
BIBLIOTHÈQUE  
  
JUL 21 1981  
  
LIBRARY  
SCIENCE AND TECHNOLOGY  
SCIENCES ET TECHNOLOGIE

**1981~1982 PROGRAM**  
**EQUAL OPPORTUNITIES**  
**FOR WOMEN**

**S**

HD  
6052  
.P74  
1981  
e.)



HD  
6052  
P74  
1981

C1



Ministry of State for

Ministère d'État

Science and Technology  
Canada

Sciences et Technologie  
Canada

MINISTRY OF STATE  
MINISTÈRE D'ÉTAT  
BIBLIOTHÈQUE  
JUL 21 1981  
SCIENCE AND TECHNOLOGY  
SCIENCES ET TECHNOLOGIE

32454

1981~1982 PROGRAM  
EQUAL OPPORTUNITIES  
FOR WOMEN



Canada

MINISTRY OF STATE  
MINISTÈRE D'ÉTAT  
BIBLIOTHÈQUE  
JAN 10 1983  
SCIENCE AND TECHNOLOGY  
SCIENCES ET TECHNOLOGIE

TABLE OF CONTENTS

Part 1

1980-1981 Interim Report.....Pages 1 to 14

Part 2

Outline of Ministry's Data.....Pages 15 to 49

Part 3

Plan for 1981-1982.....Pages 50 to 61

Part 4

Long Term Quantitative Targets.....Pages 62 to 66

PART I

1980-1981 INTERIM REPORT

Part 1  
1980-1981 INTERIM REPORT  
SUMMARY

MINISTERIAL POLICY ON EQUAL OPPORTUNITIES FOR WOMEN

The outline of this policy was submitted to the Director, Corporate Services. The policy will receive the approval of the Secretary of the Ministry in the Spring of 1981 and will then be distributed to all employees.

COMMITTEE ON EQUAL OPPORTUNITIES FOR WOMEN

This Committee was established in April 1980. Its mandate was rapidly established. The Committee has an important role to play in the implementation of the Program, i.e., evaluating the progress achieved, analyzing the data collected and controlling the activities connected with the Program.

INFORMING THE MANAGEMENT

The Ministry has continued its efforts to keep management informed relative to the Program. This has been done through the use of memos, information bulletins, the distribution of the annual plan, as well as through the holding of several informal meetings between the various managers and the Program Coordinator. The Ministry believes this activity to be essential to the success of the Program.

TRAINING AND PROFESSIONAL DEVELOPMENT

All employees are aware of the training and professional development courses open to them. This year, 79 p. cent of female employees and 21 p. cent of male employees signed up for training or professional development courses. These courses will, no doubt, help these employees in their career development.

COURSE ON PREPARING FOR THE SELECTION INTERVIEW

As planned, this course was offered by the Ministry to administrative support category and junior level employees. The 28 female employees registered benefited fully from this course.

Next year, the Ministry intends to offer two courses, one on stress, and the other on time management. According to the results of a poll taken in this connection, we are able to affirm that these courses will be very popular.

PROFESSIONAL DEVELOPMENT PROGRAM FOR SENIOR EXECUTIVES

One female employee was named by the Ministry to attend this course. She was later seconded to another department, in which she has taken on increased responsibilities.

PROFESSIONAL DEVELOPMENT POSITIONS

In 1980, it was impossible for the Ministry to create such positions. An AS-01 position was, however, created on March 1, 1981. The staffing procedure has begun relative to this position. The Ministry expects to create another position at the same level in the Spring of 1981.

PROMOTIONS

This year, a total of eight employees (6 women and two men) were promoted. The breakdown of these promotions is as follows:

one male employee, from level FI-03  
to FI-04

two female employees, from level AS-04  
to AS-05

one male employee, from level AS-04  
to AS-05

one female employee, from level IS-03  
to IS-04

one female employee, from level AS-02  
to AS-03

one female employee, from level PE-01  
to PE-02

one female employee, from level SCY-03  
to SCY-04

These promotions reflect the increased responsibilities shouldered by the employees in question. In certain cases, allowance has been made for additional training.

ORIENTATION

The two staffing officers and their assistant met 88 p. cent of all of the female employees on more than one occasion. The Ministry intends to maintain, and even increase this percentage of female employees who make use of this service. Staffing, transfers, training, etc. are among the subjects discussed during these informal meetings.

With respect to the orientation program for new employees, the Program Coordinator has handed a copy of the annual plan to 25 female and 16 male employees, and has briefly described the Equal Opportunities for Women Program to them.

### SELECTION BOARD

There was at least one woman on the selection board for each competition held in the Ministry.

### JOB DESCRIPTIONS

In the Spring of 1980, the Classification Section reviewed all of the job descriptions for any discriminatory content.

### LONG TERM PLAN

The Ministry pursued its efforts to carry out the activities mentioned in the long term plan. The progress achieved so far is encouraging. We will continue to take the necessary measures to improve our performance.

### CONTROL

The Secretary of the Ministry, the Director, Corporate Services, the Chief of Personnel and the Program Coordinator are the persons responsible for ensuring the active participation of the managers in the Program.

EQUAL OPPORTUNITIES FOR WOMEN PROGRAM

PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI (O) POUR LA FEMME

Fiscal Year/Année financière

1980/81

Rationale/Explication

- In order to provide the Ministry with a basic policy paper on Equal Opportunity for Women.

Objective/Objectif

- To prepare the ministerial policy on Equal Opportunity for Women.

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- The E.O.W. Coordinator will draft the policy and present it to the E.O.W. Committee in June 1980.
- The E.O.W. Coordinator will present the policy to the Director, Corporate Services to obtain the Secretary of the Ministry's approval in July 1980.
- The E.O.W. Coordinator will distribute the policy to all employees in August 1980.
- During the orientation session for newly appointed employees, the E.O.W. Coordinator will give a copy of the E.O.W. policy to all new employees as well as a brief description of the program.

Evaluation Criteria/Critères d'évaluation

- The E.O.W. Coordinator has presented the policy to the E.O.W. Committee in June 1980.
- The E.O.W. Coordinator has presented the policy to the Director, Corporate Services to obtain the Secretary of the Ministry's approval in July 1980.
- The E.O.W. Coordinator has distributed the policy to all employees in August 1980.
- The E.O.W. Coordinator has given a copy of the policy to newly-appointed employees as well as a brief description of the program during orientation sessions.

Evaluation/Évaluation

- The Program Coordinator submitted the draft of the policy to the E.O.W. Committee in January 1981.
- The Program Coordinator submitted the draft of the policy to the Director, Corporate services in order for him to obtain the approval of the Secretary of the Ministry. This was done in February 1981. The Director, Corporate Services will obtain the approval of the Secretary of the Ministry in April 1981.
- The Ministry acknowledges the fact that it is somewhat behind schedule with respect to the implementation of this activity. It expects to submit its official policy to all employees by June 1981 at the latest.
- Though the ministerial policy is not yet ready for distribution, the Program Coordinator describes the activities contained in the annual plan to all new employees. Each new employee receives a copy of this plan.



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM

PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

1980/81

Rationale/Explication

- To monitor the implementation of the ministry policy on Equal Opportunity for Women and to evaluate progress achieved in this area of E.O.W.

Objective/Objectif

- To create a committee on Equal Opportunity for Women to monitor all aspects of the program. This committee will report to the Director of Corporate Services. (SX-01)

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- The E.O.W. coordinator will interest two women at the intermediate level in becoming active members of the Equal Opportunity for Women Committee. (One SI-03, one IS-03 and the new E.O.W. Coordinator, AS-04.)
- The E.O.W. Coordinator will call an initial meeting to set out the mandate of the committee in April.
- The E.O.W. Coordinator will organize four formal meetings this year to evaluate progress achieved and set out new objectives.

Evaluation Criteria/Critères d'évaluation

- The Committee was created in April. The members are: One SI-03, one IS-03 and one AS-04.
- The mandate of the Committee has been established in April.
- Four formal meetings were held during the year.
- List of topics discussed at meetings.

Evaluation/Evaluation

- The E.O.W. Committee was established in April 1980. It comprises the following members: the Science Expenditures Officer (SI-03), the English Writer/Editor (IS-03), and the Program Coordinator (AS-05).
- The mandate of the E.O.W. Committee was established by the members and approved by the Director, Corporate Services in April 1980.
- The topics discussed at the meetings were the following: the course on preparing for the selection interview, statistics on hiring, positions staffed on an interim basis, review of job descriptions, preparation of the E.O.W. plan, various other statistics, evaluation of progress achieved, ministerial policy and implementation of planned activities.



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM

PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI (O) POUR LA FEMME

1980/81

Rationale/Explication

- To encourage employees to take action to further their careers by providing information and guidance in career planning, training and development.

Objective/Objectif

- Continue to keep managers and employees aware of the Equal Opportunity for Women Program.

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- E.O.W. Coordinator will communicate E.O.W. objectives and activities to managers and employees on a regular basis by such means as short talks, newsletters or career bulletins, etc.
- Staffing Section to maintain the current participation rate in the area of counselling (50%).

Evaluation Criteria/Critères d'évaluation

- On a regular basis, E.O.W. objectives and activities have been communicated to managers and employees by newsletters, career bulletins or short talks.
- 50% of all employees have been seen by the two staffing officers.

Evaluation/Évaluation

- The activities and goals of the E.O.W. Program were regularly communicated to the managers and employees of MOSST. Not a single month went without information being sent to all concerned by the Program Coordinator.
- The two staffing officers and their assistant met 88 p. cent of all of the female employees on more than one occasion during the year.
- The Program Coordinator met with all of the new employees to make them aware of the Program and to give them a copy of the Plan.

EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

1980/81

Rationale/Explication

- Within the next two years, to raise female representation in the senior levels.

Objective/Objectif

- To have at least one female employee at the intermediate or senior level follow a Special Development Course (CAP - SMDP).

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- The manager, in discussion with employee, will identify the appropriate Special development course. The Staffing Section will see to it that employee is enrolled.

Evaluation Criteria/Critères d'évaluation

- One woman at the intermediate level has requested a special development course.
- This woman was accepted by the PSC.
- As a result, the woman was either promoted or given accrued responsibilities.

Evaluation/Évaluation

- An AS-07 level female employee was chosen by the Ministry to attend the SMDP course.
- The Public Service Commission approved her application.
- Following this course, she was seconded to another department, in which her functions require a higher level of responsibility.

EQUAL OPPORTUNITIES FOR WOMEN PROGRAM

PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Rationale/Explication

- To continue to eliminate any artificial barrier which could be detrimental to the career development of women.

Objective/Objectif

- To improve career development opportunities for female employees in ES, SI, AS and SX groups.
- To ensure that at least one woman participates in all selection processes. (As Board member)

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- The Staffing Section will identify female employees who have the potential to fill positions in the ES, SI, AS and SX groups.
- The Staffing Section will encourage flexibility in defining the selection criteria for competitions in order to eliminate any artificial barriers.
- For all competitions held in the Ministry, the Staffing Section will ensure that one woman is acting as a Selection Board member.

Evaluation Criteria/Critères d'évaluation

- The Staffing Section has identified female employees who have the potential to fill positions in the ES, SI, AS and SX groups.
- The Staffing Section has encouraged flexibility in defining the selection criteria for competitions in order to eliminate any artificial barriers.
- For each competition held in the Ministry, a woman acted as a selection Board member.

Evaluation/Evaluation

- The Staffing Section has identified those female employees who are potentially capable of filling positions in the ES, SI, FI, AS and SX categories (ES - 1/ SI - 1/ FI - 1/ AS - 1/ PE - 1/ SX - 1).
- In the course of the year, the Staffing Section has encouraged greater flexibility with respect to defining the selection criteria relating to competitions, so as to eliminate any possible artificial barriers.
- For each of the competitions held within the Ministry, a woman has been on the selection board. (The staffing personnel is entirely female).



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM

PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

1980/81

Rationale/Explication

- To enable employees in the Administrative Support Category who have the potential, to progress to the officer level, and to provide a systematic program of planned developmental assignments for such employees.

Objective/Objectif

- To create at least one developmental position in the Administrative and Foreign Service Category.

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- The E.O.W. Committee will write to Responsibility Centre Managers in May 1980 to find out if the developmental positions could be established in their areas of supervision.
- The Responsibility Centre Managers will identify the suitable training program.
- As person/years become available, developmental positions will be filled via the competitive process, and the successful candidate will be provided with suitable training.

Evaluation Criteria/Critères d'évaluation

- The E.O.W. Committee has written to all Responsibility Centre Managers in May 1980.
- Responsibility Centre Managers have identified areas where developmental position could be created as well as the pertinent training programs.
- At least one developmental position was staffed during the year.

Evaluation/Evaluation

- A professional development position at the AS-01 level was created on March 1, 1981.
- The Staffing procedure has already been initiated so as to fill this position as quickly as possible.

MINISTÈRE DE L'ÉDUCATION  
MINISTÈRE DE L'ÉDUCATION  
BIBLIOTHÈQUE

JAN 10 1983

SCIENCE AND TECHNOLOGY  
SCIENTES ET TECHNOLOGIE

EQUAL OPPORTUNITIES FOR WOMEN PROGRAM

Fiscal Year/Année financière

PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

1980/81

Rationale/Explication

- Women would be better prepared to reach higher positions if they had the opportunity to seek new challenge either at a higher level in the same field of activities or in a different occupational group.

Objective/Objectif

- To encourage and accelerate career advancement by means of developmental programs.

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- The E.O.W. Coordinator will examine all acting assignments and all transfers for female employees in order to make sure that either the acting appointments or the transfers will prove beneficial to the employees' career. (December 80)

Evaluation Criteria/Critères d'évaluation

- The E.O.W. Coordinator has evaluated all acting assignments and transfers in December 1980 to determine what experience was gained.

Evaluation/Évaluation

- The following is a breakdown of all interim appointments:  
9 interim appointments - 0 male employee, 9 female employees  
Clerk, CR-03 to Clerk, CR-05 in the central registry  
Clerk, CR-05 to Chief, Records Management, AS-02 - central registry  
Editor, IS-03 to Chief, Communications Services, IS-05 - two  
Clerk, CR-05 to Liaison Officer, AS-01  
Secretary, SCY-03 to Secretary, SCY-04 (secretary to assistant secretary)  
Secretary, SCY-02 to Secretary, SCY-03 (secretary to general director)  
Secretary, SCY-02 to Secretary, SCY-03 (secretary to assistant secretary)  
Staffing Officer, PE-02 to Chief, Staffing Section, PE-03
- Four female employees accepted transfers to other positions within the Ministry (three at the SCY-02 level, and one at the SCY-03 level).

- The Ministry believes that the experience thus acquired will contribute to the career development of the 13 female employees concerned. At the present time, three of them are in higher positions than the ones they occupied prior to the interim appointments or transfers.

EQUAL OPPORTUNITIES FOR WOMEN PROGRAM

Fiscal Year/Année financière

PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI (O) POUR LA FEMME

1980/81

Rationale/Explication

- To ameliorate the chances of success of female employees; to ensure that each candidate applying for a competition is familiar with the Staffing procedures.

Objective/Objecif

- To offer to all female employees a course on positive approach to job search and handling of interviews. The course will deal with appearance, attitude, approach, application, research and preparation.

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- The E.O.W. Coordinator will inform all female employees of the Ministry's intention to offer this course in September 1980.
- The E.O.W. Coordinator will make all necessary arrangements, i.e. publicity on the course, resource persons, etc.
- The E.O.W. Coordinator will evaluate the course in October 1980 and report to the E.O.W. Committee.

Evaluation Criteria/Critères d'évaluation

- All employees in the administrative support category have received information on the course.
- The employees who have expressed interest in the course were enrolled.
- The course took place in September 1980.
- The E.O.W. Coordinator has prepared a brief evaluation of the course for the E.O.W. Committee.

Evaluation/Evaluation

- All of the female employees of the administrative support category received the information on this course.
- The 28 female employees who showed interest in this course were registered.
- The two courses on this subject were held in September 1980. After collecting the answers given by the female participants on the evaluation forms for the courses, we are able to say that they have fully benefited from the courses.
- An internal competition relating to a SCY-04 position was held in the Ministry shortly after this course was given. The Staffing officer in charge of the competition noted a significant improvement in the stature of the female applicants. They were much better prepared and more knowledgeable with respect to the staffing procedure.



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM

Fiscal Year/Année financière

PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

1980/81

Rationale/Explication

- Career progression is easier for employees whose training and development needs have been well-identified.

Objective/Objectif

- Ensure that all employees are given the opportunity to discuss their present positions, career plans and academic development annually with their supervisor.

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- The E.O.W. Coordinator will analyse the performance appraisals of all employees to ensure that training and development needs have been discussed and that the courses chosen will improve the chances of career advancement for these employees. This analysis will take place in June 1980.

Evaluation Criteria/Critères d'évaluation

- Training and development needs have been outlined in the employees' appraisal reports.
- The managers have agreed that the courses chosen will help the employee's career.
- The employees were given the opportunity to undertake the course chosen.
- The analysis was completed in June 1980.

Evaluation/Évaluation

- The training and professional development needs have been set down in the employee evaluation reports.

The following is an analysis of the training and professional development courses dispensed to employees during 1980.

TRAINING	11 male employees	41 female employees
PROFESSIONAL DEVELOPMENT	5 male employees	8 female employees

- Employees were able to attend the course of their choice in all except five cases, in which the courses requested had been cancelled by the Public Service Commission.

EQUAL OPPORTUNITIES FOR WOMEN PROGRAM

Fiscal Year/Année financière

PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI (O) POUR LA FEMME

1980/81

Rationale/Explication

- To eliminate any discriminatory element in the job descriptions which could affect the career development of female employees.

Objective/Objectif

- To review all job descriptions in the Ministry and effect necessary changes.

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- The Classification Section will be looking at all job descriptions in the Spring of 1980.
- The Classification Section will report findings to the Staffing Section in April 1980.
- The Classification Section will eliminate any discriminatory element, if any exist.

Evaluation Criteria/Critères d'évaluation

- The Classification Section has reviewed all job descriptions in the Spring of 1980.
- The Classification Section has reported findings to the Staffing Section in April 1980 and, where necessary, corrective measures were taken.

Evaluation/Évaluation

- The Classification Section reviewed all of the job descriptions in the Spring of 1980.
- No corrective measures were taken and neither were any remarks made.

The job descriptions were not found to have any discriminatory content likely to interfere with the career development of female employees.

PART 2

OUTLINE OF MINISTRY'S DATA

PARTIE 2

OUTLINE OF MINISTRY'S DATA

The present situation review, as of December 31, 1980, outlines the representation of female employees by group and level. Our source of information is the Ministry's Establishment List of December 1980.

DECREASES

Our representation in the AS group has decreased by 7%. As a matter of fact, five employees have left the Ministry for the following reasons: One level AS-05 employee has decided to go back to university in order to pursue law studies; one AS-03 level employee has obtained a long awaited transfer to Quebec city; one level AS-05 employee has won a competition for a higher position in another Ministry; one level AS-01 employee has chosen to occupy a term position at a higher level in another Ministry; finally, one AS-04 employee has left the Federal public service.

Representation has also decreased in the FI group. The Ministry had three positions in that group. When the level FI-03 female employee won a competition in another Ministry, the vacant position was abolished.

INCREASES

Representation in the IS group is now 100% female. In the SI group, female representation has remained at 100%. We have in fact one more female employee than before. We have also maintained our female representation at 100% in the groups LS and PG. In the ES group, representation has increased to 22%. Finally, representation has remained at 40% in the PE group.

TABLE 1 – TABLEAU 1

DISTRIBUTION OF MEN AND WOMEN BY CATEGORY,  
OCCUPATIONAL GROUP AND SUB-GROUP

RÉPARTITION DES HOMMES ET DES FEMMES PAR CATÉGORIE,  
GROUPE ET SOUS-GROUPE D'OCCUPATIONS

(Full-Time, Indeterminate Employees on Strength or  
Temporarily Struck-Off Strength)

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée et  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

As Of/Au  
Date: 31/12/80  
Page 1 of 5  
de 5

Category and Group or Sub-Group Catégorie et groupe ou sous-groupe	No. of Men Nbre d'hommes (A)	No. of Women Nbre de femmes (B)	Total (C)	% of Men in Category and Group or Sub-Group % des hommes dans la catégorie et le groupe ou le sous-groupe $\frac{(A)}{(C)} \times 100$	% of Women in Category and Group or Sub-Group % des femmes dans la catégorie et le groupe ou le sous-groupe $\frac{(B)}{(C)} \times 100$	% of Total Men in Department % de tous les hommes au ministère $\frac{(A)}{(D)} \times 100$	% of Total Women in Department % de toutes les femmes au ministère $\frac{(B)}{(E)} \times 100$
SENIOR EXECUTIVE LA HAUTE DIRECTION	18	1	19	94.7%	5.3%	24.3%	1.6%
SCIENTIFIC AND PROFESSIONAL SCIENTIFIQUE ET PROFESSIONNELLE GROUPS/GROUPES							
ES	7	2	9	77.8%	22.2%	9.5%	3.2%
LS	0	1	1	0.0%	100.0%	0.0%	1.6%
CATEGORY TOTAL TOTAL DE LA CATÉGORIE	7	3	10	70.0%	30.0%	9.5%	4.8%

TABLE 1 – TABLEAU 1

DISTRIBUTION OF MEN AND WOMEN BY CATEGORY,  
OCCUPATIONAL GROUP AND SUB-GROUP

RÉPARTITION DES HOMMES ET DES FEMMES PAR CATÉGORIE,  
GROUPE ET SOUS-GROUPE D'OCCUPATIONS

(Full-Time, Indeterminate Employees on Strength or  
Temporarily Struck-Off Strength).

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée et  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

As Of/Au Date: 31/12/80 Page 2 of 5

Category and Group or Sub-Group  Catégorie et groupe ou sous-groupe	No. of Men  Nbre d'hommes  (A)	No. of Women  Nbre de femmes  (B)	Total  (C)	% of Men in Category and Group or Sub-Group  % des hommes dans la catégorie et le groupe ou le sous-groupe  $\frac{(A) \times 100}{(C)}$	% of Women in Category and Group or Sub-Group  % des femmes dans la catégorie et le groupe ou le sous-groupe  $\frac{(B) \times 100}{(C)}$	% of Total Men in Department  % de tous les hommes au ministère  $\frac{(A) \times 100}{(D)}$	% of Total Women in Department  % de toutes les femmes au ministère  $\frac{(B) \times 100}{(E)}$
<b>ADMINISTRATIVE AND FOREIGN SERVICE ADMINISTRATIVE ET DU SERVICE EXTÉRIEUR GROUPS/GROUPES</b>							
AS	35	7	42	83.3%	16.7%	47.3%	11.3%
CO	3	0	3	100.0%	0.0%	4.0%	0.0%
PE	3	2	5	60.0%	40.0%	4.0%	3.2%
FI	2	0	2	100.0%	0.0%	2.7%	0.0%
IS	0	3	3	0.0%	100.0%	0.0%	4.8%
CS	1	0	1	100.0%	0.0%	1.4%	0.0%
PG	0	1	1	0.0%	100.0%	0.0%	1.6%
<b>CATEGORY TOTAL TOTAL DE LA CATÉGORIE</b>	44	13	57	77.2%	22.8%	59.4%	20.9%

TABLE 1 – TABLEAU 1

**DISTRIBUTION OF MEN AND WOMEN BY CATEGORY,  
OCCUPATIONAL GROUP AND SUB-GROUP**

**RÉPARTITION DES HOMMES ET DES FEMMES PAR CATÉGORIE,  
GROUPE ET SOUS-GROUPE D'OCCUPATIONS**

(Full-Time, Indeterminate Employees on Strength or  
Temporarily Struck-Off Strength)

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée et  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

As Of/Au						Page 3 of 5	
Date: 31/12/80							
Category and Group or Sub-Group Catégorie et groupe ou sous-groupe	No. of Men Nbre d'hommes (A)	No. of Women Nbre de femmes (B)	Total (C)	% of Men in Category and Group or Sub-Group % des hommes dans la catégorie et le groupe ou le sous-groupe $\frac{(A)}{(C)} \times 100$ (C)	% of Women in Category and Group or Sub-Group % des femmes dans la catégorie et le groupe ou le sous-groupe $\frac{(B)}{(C)} \times 100$ (C)	% of Total Men in Department % de tous les hommes au ministère $\frac{(A)}{(D)} \times 100$ (D)	% of Total Women in Department % de toutes les femmes au ministère $\frac{(B)}{(E)} \times 100$ (E)
<b>TECHNICAL TECHNIQUE GROUPS/GROUPES</b>							
SI	0	5	5	0.0%	100.0%	0.0%	8.1%
<b>CATEGORY TOTAL TOTAL DE LA CATÉGORIE</b>	0	5	5	0.0%	100.0%	0.0%	8.1%

TABLE 1 – TABLEAU 1

**DISTRIBUTION OF MEN AND WOMEN BY CATEGORY,  
OCCUPATIONAL GROUP AND SUB-GROUP**

**RÉPARTITION DES HOMMES ET DES FEMMES PAR CATÉGORIE,  
GROUPE ET SOUS-GROUPE D'OCCUPATIONS**

(Full-Time, Indeterminate Employees on Strength or  
Temporarily Struck-Off Strength)

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée et  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

As Of/Au  
Date: 31/12/80  
Page 4 of de 5

Category and Group or Sub-Group Catégorie et groupe ou sous-groupe	No. of Men Nbre d'hommes (A)	No. of Women Nbre de femmes (B)	Total (C)	% of Men in Category and Group or Sub-Group % des hommes dans la catégorie et le groupe ou le sous-groupe $\frac{(A)}{(C)} \times 100$	% of Women in Category and Group or Sub-Group % des femmes dans la catégorie et le groupe ou le sous-groupe $\frac{(B)}{(C)} \times 100$	% of Total Men In Department % de tous les hommes au ministère $\frac{(A)}{(D)} \times 100$	% of Total Women in Department % de toutes les femmes au ministère $\frac{(B)}{(E)} \times 100$
<b>ADMINISTRATIVE SUPPORT SOUTIEN ADMINISTRATIF GROUPS/GROUPES</b>							
CR	3	19	22	13.6%	86.4%	4.0%	30.7%
ST-SCY	0	20	20	0.0%	100.0%	0.0%	32.3%
ST-TYP	0	1	1	0.0%	100.0%	0.0%	1.6%
<b>CATEGORY TOTAL TOTAL DE LA CATÉGORIE</b>	3	40	43	7.0%	93.0%	4.0%	64.6%



TABLE 1 – TABLEAU 1

**DISTRIBUTION OF MEN AND WOMEN BY CATEGORY,  
OCCUPATIONAL GROUP AND SUB-GROUP**

(Full-Time, Indeterminate Employees on Strength or  
Temporarily Struck-Off Strength)

**RÉPARTITION DES HOMMES ET DES FEMMES PAR CATÉGORIE,  
GROUPE ET SOUS-GROUPE D'OCCUPATIONS**

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée et  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

As Of/Au  
Date: 31/12/80 Page 5 of 5

Category and Group or Sub-Group Catégorie et groupe ou sous-groupe	No. of Men Nbre d'hommes (A)	No. of Women Nbre de femmes (B)	Total (C)	% of Men in Category and Group or Sub-Group % des hommes dans la catégorie et le groupe ou le sous-groupe $\frac{(A)}{(C)} \times 100$	% of Women in Category and Group or Sub-Group % des femmes dans la catégorie et le groupe ou le sous-groupe $\frac{(B)}{(C)} \times 100$	% of Total Men in Department % de tous les hommes au ministère $\frac{(A)}{(D)} \times 100$	% of Total Women in Department % de toutes les femmes au ministère $\frac{(B)}{(E)} \times 100$
<b>OPERATIONAL DE L'EXPLOITATION GROUPS/GROUPES</b>							
GS-STC	1	0	1	100.0%	0.0%	1.4%	0.0%
GS-MES	1	0	1	100.0%	0.0%	1.4%	0.0%
<b>CATEGORY TOTAL TOTAL DE LA CATÉGORIE</b>	2	0	2	100.0%	0.0%	2.8%	0.0%
<b>TOTAL – ALL CATEGORIES &amp; GROUPS OR SUB-GROUPS TOTAL – CATÉGORIES ET GROUPE OU SOUS-GROUPES</b>	74 (D)	62 (E)	136	55.1%	44.9%	100.0	100.0

Source

MOSST establishment listing 31/12/80  
Liste des effectifs du MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB-GROUP BY LEVEL(Full Time, Indeterminate Employees on Strength or Temporarily  
Struck-Off Strength)RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$
00 (DEVELOPMENTAL) (PERFECTIONNE MENT)							
01	8	1	9	88.9%	11.1%	44.4%	100.0%
02	7	0	7	100.0%	0.0%	38.9%	0.0%
03	3	0	3	100.0%	0.0%	16.7%	0.0%
04							
05							
06							
07							
08							
20 (EXCEL) (MERITE)*							
21 (AT IN GROUP)** (AT DANS LE GROUPE)**							
(UNKNOWN) (INCONNU)							
TOTAL IN GROUP OU SOUS GROUPE	18	1	19	94.7%	5.3%	100.0	100.0
TOTAL DU GROUPE OU SOUS GROUPE	(Y)	(Z)					

Source MOSST establishment listing 31/12/80  
Liste des effectifs du MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB-GROUP BY LEVEL(Full Time, Indeterminate Employees on Strength or Temporary  
Struck-Off Strength)RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$	Group or Sub-Group/Groupe ou sous-groupe	As Of/Au
								ES	Date: 31/12/80
00 (DEVELOPMENTAL) (PERFECTIONNEMENT)									
01									
02									
03									
04	0	1	1	0%	100%	0.0%	50.0%		
05	1	0	1	100%	0%	14.3%	0.0%		
06	4	1	5	80%	20%	57.1%	50.0%		
07	1	0	1	100%	0%	14.3%	0.0%		
08	1	0	1	100%	0%	14.3%	0.0%		
20 (I.T.R.L.)* (I.T.R.D.T.)*									
21 (AT IN GROUP)** (AT DANS LE GROUPE)**									
(UNKNOWN) (INCONNU)									
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	7 (Y)	2 (Z)	9	77.8%	22.2%	100.0	100.0		

Source MOSST establishment listing 31/12/80  
Liste des effectifs du MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB-GROUP BY LEVEL

RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU

(Full Time, Indeterminate Employees on Strength or Temporarily Struck-Off Strength)

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée ou porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

\* Technological Institute Recruitment Level/Niveau de recrutement des diplômés d'instituts de technologie

\*\* Administrative Trainee/Stagiaire en administration

Group or Sub-Group/Groupe ou sous-groupe	As Of/Au
LS	Date: 31/12/80

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$
00 (DEVELOPMENTAL) (PERFECTIONNE MENT)	0	1	1	0%	100%	0.0%	100.0%
01							
02							
03							
04							
05							
06							
07							
08							
20 (I.T.R.L.)* (I.N.R.O.I.T.)*	0	1	1	0%	100%	100.0	100.0
21 (AT IN GROUP)** (AT DANS LE GROUPE)**							
(UNKNOWN) (INCONNU)							
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	(Y)	(Z)					

Source

MOSST establishment Listing 31/12/80  
Liste des effectifs du MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB GROUP BY LEVEL(Full Time, Indeterminate Employees on Strength or Temporary  
Struck-Off Strength)RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée,  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$
00 (DEVELOPMENTAL) (PERFECTIONNE MENT)							
01	1	1	2	50.0%	50.0%	2.9%	14.3%
02	2	0	2	100%	0%	5.7%	0.0%
03	0	1	1	0%	100%	0.0%	14.3%
04	2	0	2	100%	0%	5.7%	0.0%
05	6	3	9	66.6%	33.3%	17.1%	42.8%
06	4	0	4	100%	0	11.5%	0.0%
07	20	2	22	90.9%	9.1%	57.1%	28.6%
08							
20 (F.T.R.L.)* (M.R.D.T.)*							
21 (AT IN GROUP)** (AT DANS LE GROUPE)**							
(UNKNOWN) (INCONNU)							
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE (Y)	35	7	42	83.3	16.7	100.0	100.0

Source

MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB-GROUP BY LEVELRÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU(Full-Time, Indeterminate Employees on Strength or Temporarily  
Struck-Off Strength)(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

		Group or Sub-Group/Groupe ou sous-groupe						As Of/Au
		CO						Date: 31/12/80
Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$	
00 (DEVELOPMENTAL/ PERFECTIONNE- MENT)								
01								
02	1	0	1	100%	0.0%	33.3%	0.0%	
03	2	0	2	100%	0.0%	66.6%	0.0%	
04								
05								
06								
07								
08								
20 (I.R.L.)* (N.R.D.I.T)*								
21 (AT IN GROUP)** (AT DANS LE GROUPE)**								
(UNKNOWN) (INCONNU)								
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	3 (Y)	0 (Z)	3	100%	0%	100.0	100.0	

Source MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB GROUP BY LEVEL(Full Time, Indeterminate Employees on Strength or Temporarily  
Struck-Off Strength)RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée,  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$	Group or Sub-Group/Groupe ou sous-groupe	As Of/Au
								PE	Date: 31/12/80
00 (DEVELOPMENTAL) (PERFECTIONNE- MENT)									
01									
02	0	1	1	0.0%	100.0%	0.0%	50.0%		
03	0	1	1	0.0%	100.0%	0.0%	50.0%		
04	2	0	2	100.0%	0.0%	66.6%	0.0%		
05	1	0	1	100.0%	0.0%	33.3%	0.0%		
06									
07									
08									
20 (I.T.R.L.)* (I.R.D.E.T)*									
21 (AT IN GROUP)** (AT DANS LE GROUPE)**									
(UNKNOWN) (INCONNU)									
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	3 (Y)	2 (Z)	5	60.0%	40%	100.0	100.0		

Source

MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB GROUP BY LEVEL(Full-Time, Indeterminate Employees on Strength or Temporarily  
Struck-Off Strength)RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée,  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	Group or Sub-Group/Groupe ou sous-groupe	
						As Of/Au Date: 31/12/80	FI
00 (DEVELOPMENTAL) (PERFECTIONNE- MENT)							
01							
02							
03							
04	1	0	1	100.0%	0.0%	50.0%	0.0%
05	1	0	1	100.0%	0.0%	50.0%	0.0%
06							
07							
08							
20 (I.T.R.L.) (N.R.D.I.T.)							
21 (AT IN GROUP)** (AT DANS LE GROUPE)**							
(UNKNOWN) (INCONNU)							
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	2 (Y)	0 (Z)	2	100.0%	0.0%	100.0	100.0

Source MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80



TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB GROUP BY LEVEL

(Full Time, Indeterminate Employees on Strength or Temporarily Struck-Off Strength)

RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée, porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

\* Technological Institute Recruitment Level/Niveau de recrutement des diplômés d'instituts de technologie

\*\* Administrative Trainee/Stagiaire en administration

Group or Sub-Group/Groupe ou sous-groupe	As Of/Au
IS	Date: 31/12/80

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$
00 (DEVELOPMENTAL) (PERFECTIONNEMENT)							
01							
02							
03	0	1	1	0.0%	100.0%	0.0%	33.3%
04	0	1	1	0.0%	100.0%	0.0%	33.3%
05	0	1	1	0.0%	100.0%	0.0%	33.3%
06							
07							
08							
20 (I.T.R.L.)* (RÉDÉF.)*							
21 (AT IN GROUP)** (AT DANS LE GROUPE)**							
(UNKNOWN) (INCONNU)							
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	0 (Y)	3 (Z)	3	0.0%	100%	100.0	100.0

Source

MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB-GROUP BY LEVELRÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU(Full Time, Indeterminate Employees on Strength or Temporary  
Struck-Off Strength)(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

\* Technological Institute Recruitment Level/Niveau de recrutement des diplômés d'instituts de technologie

\*\* Administrative Trainee/Stagiaire en administration

Group or Sub-Group/Groupe ou sous-groupe	As Of/Au
CS	Date: 31/12/80

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$
00 (DEVELOPMENTAL) (PERFECTIONNE- MENT)							
01	1	0	1	100.0%	0.0%	100.0%	0.0%
02							
03							
04							
05							
06							
07							
08							
20 (I.T.R.L.)* (I.N.R.O.I.T.)*							
21 (AT IN GROUP)** (AT DANS LE GROUPE)**							
(UNKNOWN) (INCONNU)							
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	1 (Y)	0 (Z)	1	100.0%	0.0%	100.0	100.0

Source MOSST establishment listing 31/12/80  
Liste des effectifs de MBST 31/12/80

TABLE 2 – TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB GROUP BY LEVEL

(Full Time, Indeterminate Employees on Strength or Temporarily Struck-Off Strength)

RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée ou porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

- \* Technological Institute Recruitment Level/Niveau de recrutement des diplômés d'instituts de technologie
- \*\* Administrative Trainee/Stagiaire en administration

Group or Sub-Group/Groupe ou sous-groupe	As Of/Au
PG	Date: 31/12/80

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$
00 (DEVELOPMENTAL) (PERFECTIONNEMENT)							
01	0	1	1	0.0%	100.0%	0.0%	100.0%
02							
03							
04							
05							
06							
07							
08							
20 (I.T.R.L.)* (R.R.D.I.T.)*							
21 (AT IN GROUP)** (AT DANS LE GROUPE)**							
(UNKNOWN) (INCONNU)							
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	0 (Y)	1 (Z)	1	0.0%	100.0%	100.0	100.0

Source MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB-GROUP BY LEVEL

(Full-Time, Indeterminate Employees on Strength) or (Temporarily Struck-Off Strength)

RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée et porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

		Group or Sub-Group/Groupe ou sous-groupe						As Of/Au
		SI						Date: 31/12/80
Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$	
00 (DEVELOPMENTAL) (PERFECTIONNE- MENT)								
01	0	1	1	0.0%	100.0%	0.0%	20.0%	
02	0	1	1	0.0%	100.0%	0.0%	20.0%	
03	0	3	3	0.0%	100.0%	0.0%	60.0%	
04								
05								
06								
07								
08								
20 (I.T.R.L.)* (I.R.D.I.T.)*								
21 (AT IN GROUP)** (AT DANS LE GROUPE)**								
(UNKNOWN) (INCONNU)								
TOTAL IN GROUP OR SUB-GROUP TOTAL DU GROUPE OU SOUS-GROUPE	0 (Y)	5 (Z)	5	0.0%	100.0%	100.0	100.0	

Source

MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB GROUP BY LEVEL(Full Time, Indeterminate Employees on Strength or Temporarily  
Struck-off Strength)RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée,  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

Group or Sub-Group/Groupe ou sous-groupe								As Of/Au
CR								Date:
Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$	31/12/80
00 (DEVELOPMENTAL) (PERFECTIONNE MENT)								
01								
02								
03	1	3	4	25.0%	75.0%	33.3%	15.8%	
04	1	7	8	12.5%	87.5%	33.3%	36.8%	
05	1	9	10	10.0%	90.0%	33.3%	47.4%	
06								
07								
08								
20 (T.T.R.C.)* (T.R.D.E.T.)*								
21 (AT IN GROUP)** (AT DANS LE GROUPE)**								
(UNKNOWN) (INCONNU)								
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	3 (Y)	19 (Z)	22	13.6	86.4%	100.0	100.0	

\* Technological Institute Recruitment Level/Niveau de recrutement des diplômés d'instituts de technologie

\*\* Administrative Trainee/Stagiaire en administration

Source

MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB-GROUP BY LEVEL(Full Time, Indeterminate Employees on Strength or Temporarily  
Struck-Off Strength)RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

\* Technological Institute Recruitment Level/Niveau de recrutement des diplômés d'instituts de technologie

\*\* Administrative Trainee/Stagiaire en administration

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$	As Of/Au
								Date: 31/12/80
00 (DEVELOPMENTAL) (PERFECTIONNE- MENT)								
01								
02	0	8	8	0.0%	100.0%	0.0%	40.0%	
03	0	8	8	0.0%	100.0%	0.0%	40.0%	
04	0	4	4	0.0%	100.0%	0.0%	20.0%	
05								
06								
07								
08								
20 (I.R.L.)* (I.R.D.I.T)*								
21 (AT IN GROUP)** (AT DANS LE GROUPE)**								
(UNKNOWN) (INCONNU)								
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	0 (Y)	20 (Z)	20	0.0%	100.0%	100.0	100.0	

Source MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB GROUP BY LEVEL

(Full Time, Indeterminate Employees on Strength or Temporarily Struck-Off Strength)

RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée ou porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

- \* Technological Institute Recruitment Level/Niveau de recrutement des diplômés d'instituts de technologie
- \*\* Administrative Trainee/Stagiaire en administration

Group or Sub-Group/Groupe ou sous-groupe	As Of/Au
ST TYP	Date: 31/12/80

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$
00 (DEVELOPMENTAL) (PERFECTIONNEMENT)	0	1	1	0%	100%	0.0%	100.0%
01							
02							
03							
04							
05							
06							
07							
08							
20 (TITLE)* (RÔLE)*	0	1	1	0%	100%	100.0	100.0
21 (AT IN GROUP)** (A) DANS LE GROUPE)**							
(UNKNOWN) (INCONNU)							
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	(Y)	(Z)					

Source MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80

TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB-GROUP BY LEVEL(Full Time, Indeterminate Employees on Strength or Temporarily  
Struck-Off Strength)RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée,  
porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$	Group or Sub-Group/Groupe ou sous-groupe	As Of/Au
								GS STS	Date: 31/12/80
00 (DEVELOPMENTAL) (PERFECTIONNE- MENT)									
01									
02									
03									
04	1	0	1	100%	0%	100.0%	0.0%		
05									
06									
07									
08									
20 (T.R.L.)* (T.R.D.I.T)*									
21 (AT IN GROUP)** (AT DANS LE GROUPE)**									
(UNKNOWN) (INCONNU)									
TOTAL IN GROUP OR SUB-GROUP TOTAL DU GROUPE OU SOUS-GROUPE	1 (Y)	0 (Z)	1	100%	0%	100.0	100.0		

Source

MOSST establishment listing 31/12/80  
Liste des effectifs de Mest 31/12/80



TABLE 2 - TABLEAU 2

DISTRIBUTION OF MEN AND WOMEN  
BY GROUP OR SUB GROUP BY LEVEL

(Full Time, Indeterminate Employees on Strength or Temporarily Struck-Off Strength)

RÉPARTITION DES HOMMES ET DES FEMMES  
PAR GROUPE OU SOUS-GROUPE PAR NIVEAU

(Employé(e)s à plein temps, nommé(e)s pour une période indéterminée, porté(e)s à l'effectif ou rayé(e)s temporairement de l'effectif)

\* Technological Institute Recruitment Level/Niveau de recrutement des diplômés d'instituts de technologie

\*\* Administrative Trainee/Stagiaire en administration

Group or Sub-Group/Groupe ou sous-groupe

As Of/Au

GS MES

Date: 31/12/80

Level Niveau	No. of Men Nbre d'hommes (V)	No. of Women Nbre de femmes (W)	Total (X)	% of Men in Level % des hommes au niveau $\frac{(V)}{(X)} \times 100$	% of Women in Level % des femmes au niveau $\frac{(W)}{(X)} \times 100$	% of Total Men in Group or Sub-Group % de tous les hommes du groupe ou sous-groupe $\frac{(V)}{(Y)} \times 100$	% of Total Women in Group or Sub-Group % de toutes les femmes du groupe ou sous-groupe $\frac{(W)}{(Z)} \times 100$
00 (DEVELOPMENTAL) (PERFECTIONNE- MENT)	1	0	1	100.0%	0.0%	100.0%	0.0%
01							
02							
03							
04							
05							
06							
07							
08							
20 (TITLE)* (RÉFÉ.)*	1	0	1	100%	0%	100.0	100.0
21 (AT IN GROUP)** (AT DANS LE GROUPE)** (UNE NOMME INCONNUE)							
TOTAL IN GROUP OR SUB GROUP TOTAL DU GROUPE OU SOUS GROUPE	(Y)	(Z)					

Source MOSST establishment listing 31/12/80  
Liste des effectifs de MEST 31/12/80



DATA ANALYSIS - EVALUATION  
ANALYSE DES DONNÉES - ÉVALUATION

For each factor the analysis should include data for both men and women.  
On doit fournir, pour chaque facteur d'analyse, des données relatives aux hommes et aux femmes.

Category / Catégorie	Fiscal year / Année finan
Senior executive / Haute direction	1980/1981

Groups / Groupes	Changes in representation and distribution / Variations dans la proportion et la répartition n. f.	Recruitment, staffing, transfers / Recrutement, dotation, mutations	Separations / Départs	Other / Autres
SX-01	M/H Less 1/Moins 1			Voluntary down-grading to level AS-07 / Rétrogradation volontaire au niveau AS-07
SX-03	M/H Plus 1	Staffing action conducted by the PSC / Action de dotation effectuée par la GFP  Applicants: 33 men and 2 women / Candidats: 33 hommes et 2 femmes		

DATA ANALYSIS - EVALUATION  
ANALYSE DES DONNÉES - ÉVALUATION

FORM II FORMULE II

Category / Catégorie Scientific & Profes. Scientifique & Prof.	Fiscal year / Année financière 1980/1981
----------------------------------------------------------------------	---------------------------------------------

For each factor the analysis should include data for both men and women.  
On doit fournir, pour chaque facteur d'analyse, des données relatives aux hommes et aux femmes.

Groups / Groupes	Changes in representation and distribution / Variations dans la proportion et la répartition H. / F.	Recruitment, staffing, transfers / Recrutement, dotation, mutations	Separations / Départs	Other / Autres
ES-02	M/H Less 1/M oins 1	Transfer to DREE / Mutation au EER		
LS-02	W/F Less 1/Moins 1			Term employee who should not have been part of last year's statistics. That employee is still with us. / Employée de période déterminée qui n'aurait pas du faire partie de notre analyse de l'année dernière. Cette personne est toujours à notre emploi.
PC-04	M/H Less 1/Moins 1 (SAPP) (PRAS)	Transfer to ITC / Mutation à I&C		
EN-05	M/H Less 1/Moins 1 (SAPP) (PRAS)		Left the Public service / A quitté la Fonction publique	



DATA ANALYSIS - EVALUATION  
ANALYSE DES DONNÉES - ÉVALUATION

For each factor the analysis should include data for both men and women.  
On doit fournir, pour chaque facteur d'analyse, des données relatives aux hommes et aux femmes.

Category / Catégorie	Fiscal year / Année finan
Admin. & F, Service Admin et Serv. Ext.	1980/1981

Groups / Groupes	Changes in representation and distribution / Variations dans la proportion et la répartition H- F.	Recruitment, staffing, transfers / Recrutement, dotation, mutations	Separations / Départs	Other / Autres
AS-02	W/F Less 1/Moins 1			Reclassification to level AS-03/ Reclassification au niveau AS-03
AS-04	M/H Less 1/Moins 1			Reclassification to level AS-05/ Reclassification au niveau AS-05
	W/F Less 1/Moins 1			Reclassification to level AS-05/ Reclassification au niveau AS-05
	W/F Less 1/Moins 1			Reclassification to level AS-05/ Reclassification au niveau AS-05
	W/F Less 1/Moins 1	Transfer to TC/ Mutation à TC		
AS-05	M/H Plus 1			Above-mentioned reclassification from AS-04 to AS-05/ Reclassification mentionnée ci-haut de AS-04 à AS-05

DATA ANALYSIS - EVALUATION  
ANALYSE DES DONNÉES - ÉVALUATION

FORM II FORMULE II

Category / Catégorie	Fiscal year / Année finan.
Admin. & F. Service Admin et Serv. Ext.	1980/1981

- For each factor the analysis should include data for both men and women.  
On doit fournir, pour chaque facteur d'analyse, des données relatives aux hommes et aux femmes.

Groups / Groupes	Changes in representation and distribution / Variations dans la proportion et la répartition n. 1.	Recruitment, staffing, transfers / Recrutement, dotation, mutations	Separations / Départs	Other / Autres
AS-05	M/H Plus 1	Staffing action conducted by the Ministry. One woman and three men applied for the position. Action de dotation effectuée par le Ministère. Une femme et trois hommes avaient fait application.		
AS-08	M/H Less 1/Moins 1	Transfer to TC / Mutation à TC		
CO-02	M/H Plus 1	SAPP appointment / Nomination PRAS		
CO-03	M/H Plus 1	SAPP appointment / Nomination PRAS		
	M/H Plus 1	Staffing action conducted by the PSC.		



DATA ANALYSIS - EVALUATION  
ANALYSE DES DONNÉES - ÉVALUATION

Category / Catégorie	Fiscal year / Année finan
Admin & F. Service Admin et Serv. Ext.	1980-1981

For each factor the analysis should include data for both men and women.  
On doit fournir, pour chaque facteur d'analyse, des données relatives aux hommes et aux femmes.

Groups / Groupes	Changes in representation and distribution / Variations dans la proportion et la répartition H. / F.	Recruitment, staffing, transfers / Recrutement, dotation, mutations	Separations / Départs	Other / Autres
PE-01	W/F Less 1/Moins 1			Reclassification to level PE-02 / Reclassification au niveau PE-02
PE-03	M/H Less 1/Moins 1	Employee won a competition at HWC / L'employé a gagné un concours à SBSC		
	W/F Plus 1	Transfer from TB / Mutation du CT		
PE-04	M/H Plus 1	SAPP appointment / Nomination PRAS		
FI-03	M/H Less 1/Moins 1			Reclassification to level FI-04 / Reclassification au niveau FI-04
	W/F Less 1/Moins 1	Transfer to TC / Mutation à TC		
FI-04	M/H Plus 1			Above-mentioned reclassification from FI-03 to FI-04 / Reclassification mentionnée ci-haut de FI-03 à FI-04

DATA ANALYSIS - EVALUATION  
ANALYSE DES DONNÉES - ÉVALUATION

FORM II FORMULE II

Category / Catégorie	Fiscal year / Année finan
Admin. & F. Service Admin. et Serv. Ext.	1980-1981

• For each factor the analysis should include data for both men and women.  
On doit fournir, pour chaque facteur d'analyse, des données relatives aux hommes et aux femmes.

Groups / Groupes	Changes in representation and distribution / Variations dans la proportion et la répartition h- f.	Recruitment, staffing, transfers / Recrutement, dotation, mutations	Separations / Départs	Other / Autres
IS-03	M/H Less 1/Moins 1  W/F Less 1/Moins 1	Transfer to RC-CE/ Mutation à RC-DA		Reclassification from IS-03 to IS-04/ Reclassification de IS-03 à IS-04
IS-04	W/F Plus 1			Above-mentioned reclassification from IS-03 to IS-04/ Reclassification mentionnée ci- haut de IS-03 à IS-04

DATA ANALYSIS - EVALUATION  
ANALYSE DES DONNÉES - ÉVALUATION

FORM II FORMULE II

For each factor the analysis should include data for both men and women.  
On doit fournir, pour chaque facteur d'analyse, des données relatives aux hommes et aux femmes.

Category / Catégorie	Fiscal year / Année finan
Technical / Technique	1980-1981

Groups / Groupes	Changes in representation and distribution / Variations dans la proportion et la répartition h- f.	Recruitment, staffing, transfers / Recrutement, dotation, mutations	Separations / Départs	Other / Autres
SI-03	W/F Plus 1	Staffing action conducted by the Ministry. Two women and five men applied for the position. Action de dotation effectuée par le Ministère. Deux femmes et cinq hommes avaient fait application		





DATA ANALYSIS - EVALUATION  
ANALYSE DES DONNÉES - ÉVALUATION

- For each factor the analysis should include data for both men and women.  
On doit fournir, pour chaque facteur d'analyse, des données relatives aux hommes et aux femmes.

Category / Catégorie	Fiscal year / Année finan.
Admin. Support / Soutien admin.	1980-1981

Groups / Groupes	Changes in representation and distribution / Variations dans la proportion et la répartition n. t.	Recruitment, staffing, transfers / Recrutement, dotation, mutations	Separations / Départs	Other / Autres
CR-03	M/H Less 1/Moins 1	Transfer to another Ministry / Mutation à un autre Ministère		
	W/F Less 1/Moins 1		Left the Public service / A quitté la Fonction publique	
	W/F Less 1/Moins 1		Left the Public service / A quitté la Fonction publique	
	W/F Less 1/Moins 1	Has won an internal competition at level CR-04 / A gagné un concours interne au niveau CR-04		
	W/F Less 1/Moins 1		Left the Public service / A quitté la Fonction publique	
CR-04	W/F Plus 1	Above-mentioned employee who has won the CR-04 competition / Employée mentionnée ci-haut qui a gagné le concours au niveau CR-04		
CR-04	W/F Plus 1	Staffing action conducted by the Ministry / Action de dotation effectuée par le Ministère		

DATA ANALYSIS - EVALUATION  
ANALYSE DES DONNÉES - ÉVALUATION

FORM II FORMULE II

For each factor the analysis should include data for both men and women.  
On doit fournir, pour chaque facteur d'analyse, des données relatives aux hommes et aux femmes.

Category / Catégorie	Fiscal year / Année finan.
Admin. Support / Soutien admin.	1980-1981

Groups / Groupes	Changes in representation and distribution / Variations dans la proportion et la répartition n. f.	Recruitment, staffing, transfers / Recrutement, dotation, mutations	Separations / Départs	Other / Autres
CR-05	W/F Plus 1	Has won an internal competition at level CR-05/ A gagné un concours interne au niveau CR-05		
SCY-02	W/F Less 1/Moins 1		Left the Public service/ A quitté la Fonction publique	
	W/F Less 1/Moins 1	Transfer to HWC/ Mutation à SBSC		
SCY-04	W/F Plus 1	SCY-03 who has won an internal competition at level SCY-04/ SCY-03 qui a gagné un concours interne au niveau SCY-04		
	W/F Plus 1			Reclassification from SCY-03 to SCY-04/ Reclassification de SCY-03 à SCY-04
OCE-03	W/F Less 1/Moins 1			Term employee who should not have been part of last year's statistics/ Employée de période déterminée qui n'aurait pas



DATA ANALYSIS - EVALUATION  
ANALYSE DES DONNÉES - ÉVALUATION

FORM II FORMULE II

- For each factor the analysis should include data for both men and women.  
On doit fournir, pour chaque facteur d'analyse, des données relatives aux hommes et aux femmes.

Category / Catégorie Admin. Support / Soutien admin.	Fiscal year / Année financière 1980-1981
---------------------------------------------------------	---------------------------------------------

Groups / Groupes	Changes in representation and distribution / Variations dans la proportion et la répartition n-1.	Recruitment, staffing, transfers / Recrutement, dotation, mutations	Separations / Départs	Other / Autres
				du faire partie de notre analyse de l'année dernière.

MINISTRY OF STATE FOR SCIENCE AND TECHNOLOGY

MINISTERE D'ETAT CHARGE DES SCIENCES ET DE LA TECHNOLOGIE

TURNOVER / MOUVEMENT

INTERDEPARTMENTAL COMPETITIONS  
CONCOURS INTERMINISTERIELS

<u>GROUP AND LEVEL</u> <u>GROUPE ET NIVEAU</u>	<u>MEN</u> <u>HOMMES</u>	<u>WOMEN</u> <u>FEMMES</u>
SX-03	1	
SI-03		1
AS-05	1	
AS-05	1	
SX-02	1	
SCY-02		1

RECLASSIFICATIONS

PE-02		1
AS-05		1
AS-05		1
SCY-04		1
FI-04	1	
AS-03		1
IS-04		1
AS-05	1	

INTERNAL TRANSFERS  
MUTATIONS INTERNES

CR-05		1
AS-05	1	
SCY-02		1
SCY-03		1

SAPP APPOINTMENTS  
NOMINATIONS PRAS

<u>GROUP AND LEVEL</u> <u>GROUPE ET NIVEAU</u>	<u>MEN</u> <u>HOMMES</u>	<u>WOMEN</u> <u>FEMMES</u>
CO-03	1	
CO-02	1	
AS-05	1	
PE-04	1	
AS-06	1	

PRIORITIES  
PRIORITES

CO-03	1	
AS-07	1	
CR-04		1
AS-07	1	

INTERNAL COMPETITIONS  
CONCOURS INTERNES

SCY-04		1
CR-03		1
AS-05	1	
AS-07	1	
AS-01		1
CR-04		1
CR-05		1

POC PROGRAM  
PROGRAMME COP

IS-03	1	
-------	---	--

SECONDMENT  
DETACHEMENT

AS-07	1	
-------	---	--

TRANSFERS  
MUTATIONS

<u>GROUP AND LEVEL</u> <u>GROUPE ET NIVEAU</u>	<u>MEN</u> <u>HOMMES</u>	<u>WOMEN</u> <u>FEMMES</u>
SX-01	1	
PM-06	1	
AS-01		1
SCY-03		1
SCY-03		1
SCY-02		1
PE-03		1
CR-04		1
SCY-04		1
SCY-03		1

PART 3

PLANS FOR 1981-1982

Part 3  
PLANS FOR 1981-1982  
SUMMARY

DELEGATION OF RESPONSIBILITIES

The Program Coordinator, Official Languages and Special Interest Groups, is the officer responsible for the Equal Opportunities for Women Program.

INFORMING THE MANAGEMENT

Throughout the year, the management of the Ministry was kept informed on various important aspects of the Program. We are assured of its wholehearted cooperation.

All employees will receive a copy of the present Plan. We expect that the ministerial policy on the topic of equal opportunities for women will be ready for distribution by June 1981.

COMMITTEE ON EQUAL OPPORTUNITIES FOR WOMEN

The importance of this Committee, which oversees the implementation of activities relating to the Program, assesses the progress made and suggests changes, where necessary, is to be emphasized.

The Committee comprises the Science Expenditures Officer, the English-language editor and the Program Coordinator. This Committee operates under the direct supervision of the Director, Corporate Services.

NOTABLE FEATURES OF THE ACTIVITIES PLANNED FOR 1981-1982

This year, the Ministry intends to concentrate its efforts on the creation of at least one training position in the administrative and foreign service category, on the recruitment by way of special programs such as the CAP, the SAPP and the COP; on the creation of positions which may be filled by women who are obliged to work part-time; on the creation of term assignments with a view to encouraging women to reintegrate the labour force; on the registration of one woman in a special professional development course, within the framework of the CAP or the SMDP programs for example, on interim appointments and transfers within the Ministry; finally, on the offering of two courses on stress and on time management.



## STATISTICAL DATA

### Senior executive category

The Ministry succeeded in maintaining its percentage at 5.3 in this category.

### SCIENTIFIC AND PROFESSIONAL CATEGORY

We have increased the female representation in this category by 1.4 per cent.

### ADMINISTRATIVE AND FOREIGN SERVICE CATEGORY

There has been a decline of 7.2 per cent in this category within the Ministry. Certain positions in this category are in the process of being staffed. Our goal is to return to the 30 per cent female representation we had last year.

### TECHNICAL CATEGORY

We have maintained a 100 per cent representation rate in this category. We have in fact, one more female employee than before.

### OPERATIONAL CATEGORY

There is no female employee in this category, in which there are only two people. The turnover rate since 1977 has been nil.

## CAREER DEVELOPMENT

The Ministry will also continue to encourage the career development of female employees by urging them to meet with the orientation officers and by replying favourably to their requests in relation to training and professional development.

## LONG TERM OBJECTIVES

The long-term objectives set down for 1981-1982 within the framework of this Plan will constitute an integral part of the human resources planning process.

The Ministry will strive harder than ever to continue offering career opportunities which are accessible to men as well as to women. It will also continue its efforts to ensure that after a reasonable amount of time has elapsed, the male and female representation by occupational group and level will be equitable.

## PROGRAM ADMINISTRATION

The Secretary of the Ministry, the Director, Corporate Services (SX-1), the Chief of Personnel (PE45) and the Program Coordinator (AS-5) are responsible for ensuring that managers participate actively in the Program. This is done by means of bulletins or memos, or through formal or informal meetings.

The Program Coordinator and her assistant have divided up their time between the Official Languages Program and the Special Interests Programs.

The Committee on Equal Opportunities for Women continues to control all of the activities mentioned in the annual plan and in the long-term plan. This Committee, which is under the direct jurisdiction of the Director, Corporate Services has an important role to play in the implementation of the Program.

The Program Coordinator represents the Ministry on the Interdepartmental Committee on Equal Opportunities for Women and at any other interdepartmental committee meeting.



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year / Année financière  
1981/1982

Long-term quantitative target / Objectif quantitatif à long terme

- Continue to make it possible for female employees of the administrative support category who possess the necessary skills to reach the junior officer level.

Annual target / Objectif annuel

- Create at least one professional development position in the administrative and foreign service category.

Activities (Steps to be taken) / Activités (Mesures à prendre)	Date	Responsibility / Responsabilité
- Managers may create junior officer positions as person-years become available.	February 82	Managers
- The managers concerned will identify the appropriate training program, in conjunction with the Personnel Division.	February 82	Managers/Personnel Division
- The Staffing Section will see to the staffing of the position.	February 82	Staffing Section/Managers
- The Program Coordinator will carry out an evaluation of this activity.	February 82	Program Coordinator

TO BE COMPLETED THE FOLLOWING YEAR / DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE

Implementation / Mise en oeuvre



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year / Année financière  
1981-1982

Long-term quantitative target / Objectif quantitatif à long terme

- Make use of the special recruitment programs, such as CAP, SAPP and COP. Try to recruit employees through these programs.

Annual target / Objectif annuel

- To recruit at least one female employee by establishing contacts with those in charge of these programs.

Activities (Steps to be taken)	Activités (Mesures à prendre)	Date	Responsibility	Responsabilité
- The Staffing Section will contact the heads of these programs so that they may refer female employees to us.		Continuously control: February 82	Staffing Section	
- The Staffing Section will continue to inform the managers so as to make them more receptive to the idea of recruiting by way of these special programs.		Continuously control: February 82	Staffing Section/ Managers	
- The Program Coordinator will produce statistics relating to the use of these programs.		February 82	Program Coordinator	

TO BE COMPLETED THE FOLLOWING YEAR / DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE

Implementation / Mise en œuvre

(This section is currently blank in the provided image.)



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year / Année financière

1981/1982

Long-term quantitative target / Objectif quantitatif à long terme

- Female employees would be better prepared to occupy a senior level position if they were given the opportunity to take up a new challenge, either in a position in the same field or by working in a different professional group.

Annual target / Objectif annuel

- Take the necessary steps to ensure that female employees possessing the requisite skills be considered for interim appointments.
- Encourage the transfer of female employee within the various branches of the Ministry to enable them to acquire more varied experience.

Activities (Steps to be taken) / Activités (Mesures à prendre)	Date	Responsibility / Responsabilité
- When a position is to be filled on an interim basis, the manager involved, as well as the Staffing Section, will consider those female employees possessing the requisite skills for the position. This on-the-job training will be valuable to the employee concerned.	Continuously control: February 82	Manager/Staffing Section
- During orientation sessions, the Staffing Section will encourage female employees to accept transfers within various Ministry branches. The Managers will be kept informed relative to the availability and the wishes of the female employees concerned.	Continuously control: February 82	Staffing Section/ Manager
- The Program Coordinator will evaluate all of the interim appointments as well as all of the internal transfers in order to assess the experience acquired.	February 82	Program Coordinator

TO BE COMPLETED THE FOLLOWING YEAR / DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE

Implementation / Mise en oeuvre



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year / Année financière
1981-1982

Long-term quantitative target / Objectif quantitatif à long terme

- Take the necessary measures to ensure that female employees who are no longer able to work full-time may have access to part-time positions.
- Ensure that women who have left the labour force can reintegrate it by filling term assignments or part-time positions.

Annual target / Objectif annuel

- Attempt to establish at least one part-time position in the course of the year.
- Continue to establish term employment positions. These positions have helped women to join the ranks of the Ministry and eventually to find permanent positions.

Activities (Steps to be taken) / Activités (Mesures à prendre)	Date	Responsibility / Responsabilité
- The Personnel Division will take the necessary measures and will create at least one part-time position, if necessary, that is, to allow a female employee to work part-time.	February 82	Personnel Division/ Staffing Section/ Manager
- The Personnel Division will also create term employment positions to make it possible for women who wish to integrate the labour force to do so.	February 82	Personnel Division/ Staffing Section/ Manager
- The Program Coordinator will carry out a detailed analysis of these positions, which will include the names of those female employees who held these positions or are still in them.	February 82	Program Coordinator

TO BE COMPLETED THE FOLLOWING YEAR / DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE

Implementation / Mise en oeuvre



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year / Année financière

1981-1982

Long-term quantitative target / Objectif quantitatif à long terme

- To increase female representation in intermediate and senior level positions in the coming year.

Annual target / Objectif annuel

- Take the necessary steps to ensure that at least one female intermediate or senior level employee register for a special professional development course (CAP - SMDP).

Activities (Steps to be taken) / Activités (Mesures à prendre)	Date	Responsibility / Responsabilité
<ul style="list-style-type: none"> <li>- The administration of the Ministry will identify the female employee considered to possess the requisite potential in order to be registered in a special professional development course.</li> </ul>	March 81	Management/ Staffing Section
<ul style="list-style-type: none"> <li>- The Program Coordinator will carry out an evaluation of the results obtained subsequently to this activity.</li> </ul>	February 82	Program Coordinator

TO BE COMPLETED THE FOLLOWING YEAR / DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE

Implementation / Mise en oeuvre



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year / Année financière  
1981-1982

Long-term quantitative target / Objectif quantitatif à long terme

- Continue to remove all artificial obstacles which might interfere with the career development of female employees.

Annual target / Objectif annuel

- Improve the career development opportunities for female employees possessing the requisite skills for positions in the ES, SI, AS, FI and SX groups.
- Ensure the participation of at least one woman in each staffing process.

Activities (Steps to be taken) / Activités (Mesures à prendre)	Date	Responsibility / Responsabilité
- The Staffing Section will identify the female employees judged to have the requisite skills for positions in the ES, SI, AS, FI and SX groups.	February 82	Staffing Section
- The Staffing Section will encourage greater flexibility with respect to defining the selection criteria applicable to the competitions, so as to eliminate any possible artificial obstacles.	Continuously	Staffing Section
- The Staffing Section will ensure that for each competition held in the Ministry, a woman will be on the selection board.	Continuously	Staffing Section
- The Program Coordinator will prepare a report on this subject.	February 82	Program Coordinator

TO BE COMPLETED THE FOLLOWING YEAR / DOIT ÊTRE REMPLIE L'ANNEE SUIVANTE

Implementation / Mise en oeuvre



**EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME**

Fiscal year / Année financière

1981/1982

Long-term quantitative target / Objectif quantitatif à long terme

To ensure that female employees have the opportunity to follow at least one course during the year.

Annual target / Objectif annuel

Offer to all female employees two courses; the first one on Stress and the second one on Management of time.

Activities (Steps to be taken) / Activités (Mesures à prendre)	Date	Responsibility / Responsabilité
- The Program Coordinator will inform all female employees of the Ministry's intention to offer the course on Stress in May 1981 and the course on Management of time in november 1981.	Avril 81	Program Coordinator
- The Program Coordinator will make all necessary arrangements, i.e. publicity on the course, resource persons, etc.	Oct. 81	Program Coordinator
- A brief evaluation of the course will be presented to the EOW Committee.		Program Coordinator

TO BE COMPLETED THE FOLLOWING YEAR / DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE

Implementation / Mise en oeuvre



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year / Année financière

1981-1982

Long-term quantitative target / Objectif quantitatif à long terme

- Career development is easier for female employees for whom the training and professional needs have been defined.

Annual target / Objectif annuel

- Ensure that every female employee has the opportunity of analysing her present position, her career plans and schooling with her supervisor once a year.

Activities (Steps to be taken)	Activités (Mesures à prendre)	Date	Responsibility	Responsabilité
- The Personnel Division will see to it that training and professional development needs have been defined in the evaluation reports of female employees.		February 82	Staffing Section/ Program Coordinator	
- The Personnel Division will ensure that female employees have been given the opportunity of following the training or professional development courses which have been identified as beneficial for them.		February 82	Staffing Section/ Program Coordinator	
- The Program Coordinator will prepare a report on training and professional development needs.		February 82	Program Coordinator	

TO BE COMPLETED THE FOLLOWING YEAR / DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE

Implementation / Mise en oeuvre



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year / Année financière

1981-1982

Long-term quantitative target / Objectif quantitatif à long terme

- Continue to encourage female employees to participate in their career development activities by supplying any available information on planning, training, professional development, etc.

Annual target / Objectif annuel

- Make all female employees aware of the aims and activities connected with the Program.
- Ensure the continuance of our orientation service for the benefit of all female employees.

Activities (Steps to be taken) / Activités (Mesures à prendre)	Date	Responsibility / Responsabilité
- The Program Coordinator will systematically inform all female employees of all of the aims and activities connected with the Program. One of the means she will use to this end is the orientation program for all new employees. The present employees will receive a copy of the ministerial plan as well as bulletins or communiques on the subject of careers, etc.	Continuously control: February 82	Program Coordinator
- The Staffing Section will maintain its orientation service for all employees. This service is known and fully utilized by all.	Continuously control: February 82	Staffing Section
- The Program Coordinator will collect statistics on this subject.	February 82	Program Coordinator

TO BE COMPLETED THE FOLLOWING YEAR / DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE

Implementation / Mise en oeuvre

PART 4

LONG TERM QUANTITATIVE TARGETS



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year / Année financière  
1981 to 1984

LONG TERM QUANTITATIVE TARGETS OBJECTIFS QUANTITATIFS À LONG TERME		
FISCAL YEAR ENDING MARCH 31, 1984 / ANNÉE FINANCIÈRE SE TERMINANT LE 31 MARS 1984		
Group/Level Groupe et niveau	Target Objectif	Comments Commentaires
Executive Category	<p>During the 1981/1982 fiscal year, try to bring the female representation in this category back to 10%.</p> <p>During the two subsequent fiscal years, maintain the rate of female representation and try to increase it to 15%.</p>	<p>Continue to keep the upper echelons of the Ministry informed on this matter.</p> <p>Maintain the existing contacts with the heads of special programs such as CAP and SAPP, and continue recruiting staff through these programs.</p> <p>Ensure that the training and professional development needs have been set down in the evaluation reports. Have one female employee registered in one of the special courses such as are offered within the framework of CAP, SAPP, etc.</p> <p>Continue monitoring the progress achieved and revise the targets if necessary.</p>

EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year / Année financière  
1981 to 1984

LONG TERM QUANTITATIVE TARGETS  
OBJECTIFS QUANTITATIFS À LONG TERME

FISCAL YEAR ENDING MARCH 31, 1984 / ANNÉE FINANCIÈRE SE TERMINANT LE 31 MARS 1984

Group/Level Groupe et niveau	Target Objectif	Comments Commentaires
<p>Scientific and Professional Category</p>	<p>The long term quantitative target for this category consists in increasing female representation to 32%.</p>	<p>Continue to keep the management of the Ministry informed on this matter.</p> <p>Maintain the existing contacts with the heads of the special programs. Continue recruiting staff through these programs.</p> <p>Ensure that the training and professional development needs have been set down in the evaluation reports.</p> <p>Improve the opportunities for internal promotions, especially with respect to female employees, so as to reduce losses through attrition.</p> <p>Continue monitoring the progress achieved and revise the targets if necessary.</p>



EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

Fiscal year	Année financière
1981	to 1984

LONG TERM QUANTITATIVE TARGETS OBJECTIFS QUANTITATIFS À LONG TERME		
FISCAL YEAR ENDING MARCH 31, 1984 ANNEE FINANCIERE SE TERMINANT LE 31 MARS 1984		
Group/Level Groupe et niveau	Target Objectif	Comments Commentaires
Administrative and Foreign Service Category	<p>During the 1981/1982 fiscal year, try to bring the female representation in this category back to 30%.</p> <p>During the two subsequent fiscal years, maintain the rate of female representation and try to increase it to 35%.</p>	<p>Continue to keep the management of the Ministry informed on this matter.</p> <p>Maintain the existing contacts with the heads of the special programs such as CAP, SAPP and COP, and continue recruiting staff through these programs.</p> <p>Continue to establish professional development positions in this category. (At least one position will be created each year).</p> <p>Improve the opportunities for internal promotions, especially with respect to female employees, so as to reduce losses through attrition.</p> <p>Encourage female employees to accept transfers within the various branches of the Ministry in order to enable them to acquire a varied work experience. Also, take the necessary measures to ensure that female employees are considered for interim appointments.</p> <p>Ensure that the training and professional development needs have been set down in the evaluation reports. Have one female employee registered in one of the special courses such as are offered within the framework of CAP, SMDP etc.</p> <p>Continue monitoring the progress achieved and revise the targets if necessary.</p>

EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

fiscal year / Année financière

1981 to 1984

LONG TERM QUANTITATIVE TARGETS  
OBJECTIFS QUANTITATIFS À LONG TERME

FISCAL YEAR ENDING MARCH 31, 1984 / ANNÉE FINANCIÈRE SE TERMINANT LE 31 MARS 1984

Group/Level Groupe et niveau	Target Objectif	Comments Commentaires
<p>Technical Category</p>	<p>The long term quantitative target for this category consists in increasing female representation by one employee. (The Ministry has five female employees in this category (100%) at the present time).</p>	<p>Continue to keep the management of the Ministry informed on this matter.</p> <p>Ensure that the training and professional development needs have been set down in the evaluation reports.</p> <p>Improve the opportunities for internal promotions, especially with respect to female employees, so as to reduce losses through attrition.</p> <p>Establish one professional development position in this category.</p> <p>Continue monitoring the progress achieved and revise the targets if necessary.</p>





**EQUAL OPPORTUNITIES FOR WOMEN PROGRAM  
PROGRAMME D'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME**

Fiscal year / Année financière  
**1981 to 1984**

**LONG TERM QUANTITATIVE TARGETS  
OBJECTIFS QUANTITATIFS À LONG TERME**

FISCAL YEAR ENDING MARCH 31, 1984 / ANNÉE FINANCIÈRE SE TERMINANT LE 31 MARS 1984

Group/Level Groupe et niveau	Target Objectif	Comments Commentaires
<p>Administrative Support Category</p>	<p>In the course of each financial year, create at least one professional development position to allow female employees in the Administrative Support Category to accede to ES, SI, AS, and FI positions.</p>	<p>Ensure that the training and professional development needs have been set down in the evaluation reports.</p> <p>Encourage female employees to accept transfers within the various branches of the Ministry in order to enable them to acquire a varied work experience. Also, take the necessary measures to ensure that female employees are considered for interim appointments.</p> <p>Maintain the orientation services for the benefit of all female employees in the Ministry.</p> <p>Recruit by means of internal competitions and by referring to the MOSST inventory.</p> <p>Continue monitoring the progress achieved and revise the targets if necessary.</p>

MINISTRY OF STATE  
MINISTÈRE D'ÉTAT  
BIBLIOTHÈQUE

**JAN 10 1983**

LIBRARY  
SCIENCE AND TECHNOLOGY  
SCIENCE ET TECHNOLOGIE

